



**Board of Directors Meeting
April 2, 2019**

Present:

James Sugarman
Jose Thomas-Richards, DO
Faith Myer
Ian Cordes
Sheldon Siskin
Kathryn Perrin
Ted Peroulakis
James Cioffi, Esq.
Monica Wilson

Guest:

Mike Dyer, Foundation Chair

Staff:

Sonja Honkala

Phone:

Lesley Vestrich
Neal Abarbanell M.D.
Arnold Gaines
Elayne Forgie
Barbara Fretwell
Barbara Pembamoto

Welcome – Jim Sugarman welcomed everyone and called the meeting to order at 8:32 a.m.

Jim shared that at the March 19, 2019 Executive Committee meeting we reviewed the 2017 Monitoring Report and the staff said they could respond easily to Findings 1 and 2. At this time we went into Executive Session to review Findings 3 with Jaime. He agreed to gather the follow up information the next day, which is how the meeting ended. The following day Jaime made a final payment towards his advances to the Agency and emailed Jim at 12:30 a.m. with his resignation which stated he was resigning as of Thursday March 21, 2019 at 8:00 a.m. stating that he had not lived up to the values. Over the weekend Jim emailed Jaime to ask if he would consider resigning and partially retired and he said no to leave as is.

The board agreed that we contact our lawyer John Foley regarding a cease and desist letter for Jaime not speak on behalf of the agency.

Acceptance of Minutes – accepted the following minutes:

- BOD Meeting – January 22, 2019
- ADRC Emergency BOD Meeting Minutes – March 26, 2019

- A. The board accepted the January 22, 2019 minutes and Faith asked about language in the Emergency Meeting minutes be amended. **MOTION: Motion to accept amended ADRC Emergency BOD Minutes as presented (Myer/Siskin). Motion carried unanimously.**

Ian Cordes asked if we have a balance sheet showing what we owe and Jim deferred it to Mike Dyer as he has more information and will discuss once he arrives.

Non-Profits First – Jim met with them yesterday and they shared all the problems they had in receiving financial information and on two separate occasions the same reports did not match. Jim reminded everyone that the Agency had been certified for many years and their certification affects our funding.

DoEA Monitoring 2018 – In June DoEA will be here doing their annual monitoring for 2018.

Staff Issues – On several occasions staff brought issues and concerns to Jaime regarding Joyce but he did not want to hear about them. Also it became public knowledge amongst staff that Jaime had approved for Joyce to work from Portugal 6 months out of the year continuing with her employment at the agency as CFO.

Agency Credit Card – Mike Dyer was going through Joyce's office last week and found several credit card statements with extremely high dollar personal charges.

General Ledger – Mike met with Marina to find out if we are current on everything. There are still a few things to go through. In looking at the ledger for Department of Senior Services we owe them for November, December, January and February a total of \$1,492,000. We ran a balance sheet and it showed a \$713,000 negative in assets. At this time we are unable to pay DoSS and not sure how to handle their request for prompt payment.

Forensic Audit – Jim has been in contact with 2 firms and the rates range from \$18,000 to \$50,000 at \$185 an hour to \$350 an hour. Both groups seem very skilled, one with over 40 years of experience. The board would like to start this immediately. **MOTION: Motion to hire a Forensic Auditor as presented (Peroulakis/Myer). Motion carried unanimously.**

Agency Items – The board needs to look at the space at the agency as we are not utilizing it fully and a freeze has been put on all hiring right now unless it's grant funded. Most ADRC positions are heavily dependent on grant funding.

Talking Points – We spoke with Jackie Slatkow last week. We have 6 pages of contacts which we will be emailing or contacting them via phone call. We are concerned about how this will be handled by the media and are preparing talking points.

Contact Jaime – Several board members shared that we should contact Jaime and ask him about the \$2,000,000 and others asked do we really need to do this. James Cioffi volunteered to speak with Jaime and it was asked that he document the conversation. Arnold Gaines responded, since this is his area of law, that we should cut ties with both Jaime and Joyce.

IT – The agency has spent \$400,000 on technology. The board agreed we need a plan to recoup the cost of this lease. We have PSA 8, Fort Myers on the system and need 4 or more Florida agencies to break even. Mike stated this is risky to expend money before ensuring the outcome. PSA 8 finance person visited our agency to learn more on how we did our books and Joyce did offer to show her some creative bookkeeping.

Signers – At this time our signers are the officers of the board.

Florida Senior Day – Barbara Pembamoto shared that this was her first time at this event. She and Kelly Wilson enjoyed the Forum as well as the dinner that evening with Secretary Prudom and Assistant Secretary Lance Robertson. Barbara mentioned to Secretary Prudom when they were discussing Meals on Wheels and

Congregate Meals that seniors also get meals from pantries. Barbara said this was a very good experience and they toured the Capital. We had 88 seniors from our area that attended the event.

Center of Excellence Reports – None

Contract Items – None

Executive Committee – Consent Agenda

- A. Jim Sugarman accepted the January 8th and February 12th Executive Committee Minutes and Contract Items from January 8th. **MOTION: Motion to accept Executive Committee Minutes & Contract Item as presented (Myer/Wilson). Motion carried unanimously.**

Board approved the officers to sign for the Banking Resolution. **MOTION: Motion to approve the officers to sign the banking resolution as presented (Wilson/Perrin). Motion carried unanimously.**

Events

- Jim shared at this time that the agency is meeting all expenses for Prime Time with sponsorships and everything will be covered.
- Circle of Care – Jim has asked to see the last 3 years income for this. We do not believe these events brought funding to the agency. Kathryn Perrin will look into other venues for possibly holding the event at a lower cost.
- SHINE – Jim passed around a volunteer sheet for those who would like to help out SHINE with outreach at a baseball game. (emailed all board members the form)

Social Media – A cease and desist needs to be put in place. Jim would like Jose Muniz to assist with a letter to all AAA Executive Directors.

All Board Members thanked Jim and Mike for their time and effort.

DOEA – Jim spoke to Secretary Prudom. He will be as supportive as he can, and stand by us to help in any way possible.

New Business – None

Old Business- None

Public Comment – None

Quorum – was met

The meeting adjourned at 9:45 a.m.

Elayne Forgie
Elayne Forgie, Secretary